



Graduate Student Services

New Mexico State University

PO Box 30001, MSC 3G

Las Cruces, NM 88003-8001

Phone: 575-646-2736 Fax: 575-646-7721

<http://prospective.nmsu.edu/graduate/>

Transfer of Credit Form

Last Name:

First Name:

Banner ID:

Degree:

Major:

Minor:

Requested Transfer Coursework

Student must have an official transcript sent to Graduate Student Services. *(Only grades of A or B may be transferred to NMSU.)*

University Name:

Course Number / Title / Credit Hours

NMSU Equivalent Course(s):

Course Number / Title / Credit Hours

I hereby certify that the courses listed above meet the following criteria:

Taken in residence at an accredited university.

Taken at the graduate level.

Taught by a member of the graduate faculty.

Acceptable for graduate credit at offering university

Logically fits into the program of study I am undertaking at NMSU (as verified by Dept Head's signature below).

This coursework WILL NOT be older than seven years at the time of my graduation from NMSU (for Master's students only).

Approval Signatures:

Printed Name

Signature

Date

Department Head: _____

Student Advisor: _____

Minor Faculty: *(if transfer courses are for the student's minor)* _____

Student: _____

Graduate Student Services: _____

Electrical Engineering Transfer Credit Checklist

Student Name (Printed): _____

Student ID Number: _____

Table 1: Courses to Transfer^{1, 2, 3}

¹ A maximum of 12 coursework credits can be transferred for the MSEE degree.

² If more than two courses are to be transferred, please submit a second form.

³ The minimum grade is B-, in addition to the criteria listed on the Grad School Transfer of Credit Form.

⁴ For each course to be transferred, attach a copy of the course syllabus.

	First Course to Transfer		Second Course to Transfer	
Name of Institution				
Course Number, Course Name, Credits, and Grade				
Date Taken				
Catalog Description from Other Institution				
Closest Equivalent NMSU Course Number & Name ⁵				
Most Recent NMSU Instructor ⁵				
NMSU Instructor Signature ⁵				
Count credits as (circle one):	450 – 499 level	500 or above level	450 – 499 level	500 or above level

⁵ If no equivalent course can be found, use EE590, special topics, and use advisor's signature for instructor signatures.

Advisor Name (Printed): _____

Advisor Signature: _____

Date: _____

Dept. Head Signature: _____

Date: _____